

DEARBORN PUBLIC LIBRARY
LIBRARY COMMISSION MEETING MINUTES
October 9, 2015
Approved

➤ **ATTENDEES:**

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| ➤ Chairperson Marcel Pultorak | ➤ Present |
| ➤ Vice Chairperson Ali Dagher | ➤ Present |
| ➤ Secretary/Treasurer Dr. Ryan Lazar | ➤ Present |
| ➤ Commissioner Barth Bucciarelli | ➤ Present |
| ➤ Commissioner Jihan Jawad | ➤ Present |
| ➤ Commissioner Michelle Jawad | ➤ Present |
| ➤ Commissioner Arrwa Mogalli | ➤ Present |
| ➤ Commissioner David Schlaff | ➤ Excused |
| ➤ Commissioner Nancy Zakar | ➤ Excused |
| | |
| ➤ Library Director Maryanne Bartles | ➤ Present |
| ➤ Deputy Director Julie Schaefer | ➤ Present |
| ➤ Administrative Librarian Steven Smith | ➤ Excused |
| ➤ Department Technician Vanda Taylor | ➤ Excused |

I APPROVAL OF MINUTES

Commission Chairperson Pultorak called the meeting to order at 4:00pm. He announced that a motion is in order to approve September 11, 2015 minutes.

- Motion made by Commissioner Dagher, and second by Commissioner Lazar. Motion carried without objection.

II BUDGET

- Corey Jarocki from Finance attended the meeting to present library budget information as of 9/30/15.
- Director Bartles pointed out that the Library receives two payments from the State of Michigan and the 2nd payment is still forthcoming.
- Commissioner Dagher asked about the amounts reported for T.I.F.A. (Tax Increment Financing Authority) and Brownfield Authority. Mr. Jarocki will check on those and report back to Director Bartles.
- Commissioner Pultorak said that all appeared to be in line with the amounts as far as he could tell and since there has still been no word about how the elimination of personal property tax revenue will affect the library or city, we remain in a holding pattern.
- Mr. Jarocki was present for the remainder of the meeting.

III FOUNDATION UPDATE

Director Bartles reported:

- The Foundation will meet next October 19 at 6pm.
- The initial mailing of the resident mail campaign had been made and the campaign is off to a slower start than previous years.
- The Foundation is working on their 4th Annual Essay Contest. This year, like last year, the prizes awarded to the winners will be \$1,000 scholarship grants. Two winners will be chosen in spring 2016.

IV INFORMATION ITEMS

A. Veteran's Memorial

Commission Chairperson Pultorak reported:

- The updated plans were passed around to all Commissioners.
- The construction will be funded from about a one million dollar grant from A.K. Steel.
- There are two phases of this project. The 1st phase is scheduled to be completed by May 2016. This will entail the entire center portion of the project and the two brick pavers to the east and west and 16 cherry trees. The 2nd phase includes the features called Arsenal of Democracy, Peace Walk and History of Wars Walk. Phase Two will be completed at a later date to be determined.
- Commissioner Jihan Jawad commented that if the project uses the reclaimed marble from the fountain, there should be a plaque somewhere honoring the Moon family for their donation that allowed the City to operate the fountain for such a long period of time.

B. Library Survey

Library Director Bartles reported:

- The Commission members reviewed the early survey results.
- It was decided that a broader survey must be conducted and that we must hire a company to assist with the implementation of this survey and compiling the results
- Commissioner Mogalli said that we could consider putting an invite to complete the survey on our receipts and enter into a drawing for a prize of some sort.
- Commissioner Bucciarelli asked about using Survey Monkey vs. Google forms.
- Commissioner Pultorak said that we have been hoping to have a survey completed prior to next year's budget input for the last 3 years. We have tried several tactics including an RFP twice.

C. HFCL Roof

Library Director Bartles reported:

- The HFCL Roof Replacement began on Monday, October 5 with delivery of all materials to the job site. They are working steadily including this Saturday, October 10 to get the job completed as soon as possible, but weather is a factor in how quickly they can work.

D Black Belt Librarian

Library Director Bartles reported:

- The Library was host to a workshop featuring Warren Graham who wrote the book Black Belt Librarian.
- The Library Network (TLN) paid for the workshop and area library employees were invited to attend. Over 150 people attended.
- The message delivered was one of “tough love”. Don’t apologize but request that patrons comply with the rules which should be presented as simply as possible.
- If they do not comply, they should be asked to leave. For a day or for a longer period of time as detailed in the library guidelines.

V ACTION ITEMS

A TLN Reciprocity

Library Director Bartles distributed the list of TLN reciprocating libraries as well as a list of contract communities within TLN.

- Dearborn Library began the new reciprocal agreement on September 14, 2015.
- The Library Commission previously approved the motion to offer special TLN cards to residents of communities that also have a library that reciprocates.

1. Contract Communities –Should Dearborn offer special TLN cards to residents of communities that contract with another community for library service? An example of this type of arrangement is the city of Brownstown contracts with the city of Trenton for library service. Should a resident of Brownstown receive the special TLN card from Dearborn as a contract community?

- Commissioner Lazar made a motion that we do not allow cards to residents of contract communities until at least one year has passed under this new arrangement
- Commissioner Dagher seconded this motion.
- A vote was taken. There was one nay. The motion carried.

2. Library employees

Library Director Bartles explained that when we began the reciprocal agreement with Dearborn Heights for library service, it was agreed upon

by both communities that employees of either library system would be offered reciprocal cards if requested, no matter where they reside.

- Should we offer the same courtesy to employees of TLN reciprocal libraries without regard to resident status?
- It was agreed that the question would be tabled in order for Library Director Bartles to attend an upcoming TLN membership meeting and poll the members on this question.

VI Comments

The Big Read

Library Director Bartles reported:

- The project launch occurred October 8 and was a nice success. Thank you to the commissioners who did attend. Actual program starts on Feb 6

Public Comment

There was a comment from a patron who attended the meeting about the Friends of the Library Book Sale. He presented a written explanation of the problem as he experienced it along with a possible solution.

The Commission referred this issue to the Friends of the Library Book Sale Chairperson.

Deputy Director Schaefer is the liaison to the Friends group and will bring the information to the Book Sale chair.

The meeting was adjourned with no objection at 5:10 pm.